

**Site Visit Programmatic Questions**  
North Region Pregnancy Care Center – October 13, 2015

**1. Update Report**

- Review your two most recently submitted Update Reports: are you meeting Report Count goals?
- Note any significant differences between the reports: are programs stable? Improving? What do the reports indicate about progress in your programs?  
The grantee has stable programming and clients numbers throughout the 2014-16 grant cycle.

**2. Work Plan**

- Review your 2012-16 grant application's description of the program you are asking to be funded. Note the services and activities you said you would provide and the number of clients you would serve.
- Prepare a short summary of your current program(s) and the number of clients being served. How does what you describe in the application compare with what you are currently providing? Have any programs and/or activities or services been added or removed? Have the number of clients being served per quarter decreased or increased since October, 2012? Is there anything particular you want to share about your current program to explain its current status?
- Do you anticipate making any changes to the 2015-16 Work Plan? If so, in what way and for what reasons?  
Work plan has remained the same throughout the grant cycle.  
A program summary was provided and will be in grantee's file.

**3. Fiscal Review**

- Review of the 2014-15 expenditures spreadsheet
- Have you or do you intend to revise your 2015-16 budget justification? Keep in mind that the current budget justification remains in effect until a revision is approved.
- Review the guidelines regarding expectations for invoice and verification submissions (attached), and the new requirement to submit both to financial for invoice payment. Review MDH's efforts to move to paperless invoicing.
- If your Financial Reconciliation has taken place, the findings will be reviewed. Fiscal Review has taken place with no significant findings reported.
- If you have an elevated risk designation, and your report cited any concerns, these will be discussed.  
We discussed budget revision if needed. We also discussed the financial review that was already conducted for this grantee. They have implemented and complied with the suggestions given during the review.

**4. Grant Closeout Form**

- You will have an opportunity to review a draft of your Grant Closeout Form.  
The grant closeout/interim report was reviewed/

**5. 2014-16 Evaluation** (availability of items below depend on date of site visit)

- Your 2014 Evaluation Report Summary will be discussed.
- Your 2015-16 Evaluation Plan will be discussed. Any suggestions provided in your 2013-14 Report Summary should be included in the plan, if you are continuing the same evaluation. If you are planning a new evaluation, details will be discussed. The current evaluation plan was reviewed. This grantee will be conducting an evaluation on safe sleep education with a pre and post test for clients.

**6. Positive Alternatives website**

- The PA website is being/has been reconfigured. Its scope is reduced. Resources for grantees will remain basically the same.
- Consider providing suggestions for additions/deletions  
The PA website was addressed and Brenda understands where to go to get more information on PA resources.

**7. Provide Updates**

- Have you made any changes to your application Face Sheet data?  
None at this time.
- Do you want to revise your website posting?  
Brenda Yanok, Executive Director, will review her PA listing on the MDH website. She will forward any changes in contact information or program listings to the grant manager.

**8. Issues specific to this grantee**

**None at this time.**

**9. Tour of Facility**

- If your facility has been remodeled or updated with grant funds, be prepared to provide a tour of the area
- If grant-funded activity areas have been significantly altered, be prepared to provide a tour of the area  
Brenda gave a tour of the facility. They have redecorated their entry and reception area. It is fresh and welcoming. Their Center is located on the main street of the city with easy access and parking.

**10. How can MDH be more supportive of your program?**

**Brenda suggested that the PA factsheet be made available for all grantees on the PA website. She would like the access to this information when she makes community presentations detailing her involvement with the PA grant.**

**11. Other?**

**North Region Pregnancy Care Center is located in a rural area that has low access to services for women with unplanned pregnancies. This grantee is covering a large geographic area providing vital services to women in need. Their PA funded program is currently their Pregnancy and Parenting education program using the Earn While You Learn curriculum. They also provide material assistance and referrals to local services for their clients. They have a good network of community agencies and referrals for their clients.**